

CSBG Recovery Act Local Plan

Please refer to your instructions prior to completing the Community Services Block Grant (CSBG) Recovery Act Local Plan.

Submit To:

Department of Community Services and Development
Attention: Community Services Division
P.O. Box 1947
Sacramento, CA 95812-1947

Draft Plan

Section I - Agency Information

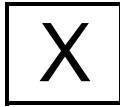
Agency	Community Action Partnership of Orange County
Address	12841 Knott Street
City	Garden Grove, CA 92841

Agency Contact Person Regarding CSBG Recovery Act Local Plan

Contact Person	Alan H. Woo
Title	Director of Planning and Program Development
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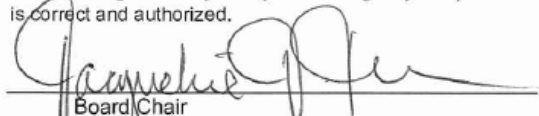
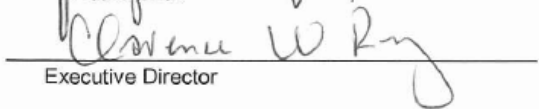
Section II - Certification

- 1 As a part of the efforts to ensure transparency and accountability, the Recovery Act requires Federal agencies and grantees to track and report separately on expenditures from funds made available through the stimulus bill. Please check to acknowledge that your agency is aware of this requirement and has the capacity to track CSBG Recovery Act program activities and expenditures separately from all other CSBG or other funding, including activities and expenditures carried out by delegate agencies and other service providers supported by subcontracts under Recovery Act funding.



The undersigned hereby certify that this agency complies with the requirements of this CSBG Recovery Act Local Plan and the information in this plan is correct and authorized.

on in


Board Chair

Executive Director

May 8, 2009
Date

May 8, 2009
Date

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Section III - DUNS Number

Provide your agency's Data Universal Numbering System (DUNS) number. If your agency has not registered, do so and provide the number below.

DUNS Number	039729835
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Section IV - CCR Number

Provide your agency's Central Contractor Registration (CCR) number. If your agency has not registered, do so and provide the number below.

CCR Number	4Z1J8
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Section V - Verification of Public Inspection

Provide verification of public inspection of your agency's CSBG Recovery Act Local Plan. Documentation of public inspection must also be provided, (i.e. copy of web page, e-mail blasts, etc.)

A) Describe how your agency made this Local Plan available for public inspection.

The agency's CSBG Recovery Act Local Plan is posted on our website at www.capoc.org that is available for public inspection (see attached copy). An email blast to our email list was sent with a link to our website (see attached copy). A copy of the Local Plan is available for public inspection at agency offices at the Knott Street, Lampson, El Modena and Anaheim Independencia Family Resource Center. Additionally, the Local Plan will be posted on the CSD website at www.csd.ca.gov.

Section VI - General Plans

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

A) Provide a description of Recovery Act projects for purposes of creating and sustaining economic growth and employment opportunities. Include a description of targeted individuals and families; services and activities; and how the services and activities are tailored to the specific needs of the community.

2-1-1 Orange County reported increased calls for help over 2008: 66.4% for basic needs; 142.2% for income security; 110.3% increase for emergency food; 82.5% for utilities; 95.1% for counseling and case management. The agency's planned projects is to strengthen the agency's capacity to maintain stability and integrity of CAPOC operations and services that will respond to increased client and community needs. Recovery Act funds will be used to create and sustain economic growth and employment opportunities that will focus on results (hiring the unemployed and job creation) and stabilizing the local economy by providing resources to nonprofits helping low-income individuals and families to meet crisis during these challenging times. The agency will create temporary jobs by hiring the unemployed into jobs to support services and meet gaps in the agency that will help low-income people to navigate and survive the crisis with a minimum of pain and suffering. The agency will outstation agency staff at community sites to make service more accessible and to strengthen the community safety-net network. The agency will strengthen administrative support for Recovery Act services and activities. We will subcontract a total of \$2.5 million in Recovery Act Funds to nonprofits to hire unemployed individuals or preserve jobs that is otherwise scheduled for termination as the result of a lack of funds/resources that responds CSBG NPI Outcome areas through an Request for Proposals (RFP) process. The agency will identify opportunities to stabilize services allowing people to reduce debt and control expenditures, achieve an increase in financial assets and/or financial skills and strengthen emergency safety-net services (food, housing, utility assistance, etc.). We will subcontract some of our education and outreach activities to the California Nevada Community Action Partnership to promote awareness and demonstrate the impact of Recovery Act services and outcomes. Our target populations will be individuals and families at or below 200% of the federal poverty guideline. Also, a special emphasis will be placed on hiring unemployed individuals or persons who have lost jobs due to the economic crisis.

B) Provide a description of the service delivery system for Recovery Act projects for purposes of providing a wide range of innovative services and activities. Include a description of the geographic area served.

The geographic area to be served will be Orange County. First, the agency will use \$1,500,000 to create 20 jobs to meet gaps in services, \$400,000 to provide support (work stations, computers, vehicles, etc.) to Recovery Act services and projects, and \$165,339 to create 10 jobs that will strengthen services at our Family Resource Centers to help families respond to crisis. The agency will provide \$2.5 million in subcontracts to 30 nonprofit organizations that will create a minimum of 30 jobs and retain at least 10 jobs that will strengthen the private nonprofit social services infrastructure and emergency services network (food, housing, utility assistance, etc.) that serves low-income populations that responds to one of the CSBG NPI Outcome areas. The agency will provide a \$25,000 subcontract to the Cal/Neva Community Action Partnership to promote public awareness and demonstrate the impact of Recovery Act funds that will create at least one job and retain at least one job.

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C) Describe how your agency will use Recovery Act funds to meet the short-term and long-term economic and employment needs of individuals, families and communities.

In the short term, Recovery Act funds will preserve jobs that would otherwise be lost and that provide services needed by low-income families to survive this period of crisis. Also, Recovery Act funds will create temporary jobs that will provide needed income to unemployed individuals and families. Recovery Act funds will be used to strengthen the emergency safety-net network that is current in crisis and overburden by the growing demand for emergency services. We are focused on jobs, partnerships, results and accountability. In the long term as the results of short term inventions, the agency anticipates that low-income individuals and families impacted by the activities and services will be able to participate in the recovered economy. The short term intervention with nonprofit emergency service providers will enable these organizations to be in a position to continue services as the economy recovers.

D) Provide a description of how linkages will be developed to fill identified gaps in services. through the provision of information, referrals, case management and follow up consultations.

The agency has an established linkage with our local nonprofit human services network. We are also coordinating services with local Workforce Investment Boards and other local agencies. With Recovery Act funds, we will subcontract to local nonprofit organizations to fill gaps in services, create jobs, provide information and case management services, and follow-up services.

E) Provide a description of how Recovery funds will be coordinated with other public and private resources, to avoid duplication and/or supplanting.

The agency has engaged in coordination discussions with the Orange County Workforce Investment Board (OCWIB), Anaheim Workforce Investment Board and Santa Ana WORK Center to avoid duplication and/or supplanting funds. Each local WIB has developed individual Recovery Act Plans. An example of coordination is that the OCWIB is taking referrals of applications from youths referred by the agency for summer jobs. Also, the OCWIB and Santa Ana WORK Center plan to place youths in jobs with agency programs. The agency will not be using Recovery funds to duplicate nor supplant WIB funding.

F) Provide a description of how the funds will be used to support innovative community and neighborhood based initiatives related to the purposes of the Recovery Act, which promotes food, housing, health services and employment-related services and activities.

The agency is providing \$2.5 million dollars in Recovery Act funds in subcontracts to nonprofit organizations. We anticipate that some of the contractors will use funds to hire the unemployed to provide innovative community and neighborhood based initiatives that promotes food, housing, health services and employment-related services and activities. The agency is also part of a collaborative that is funded by the California Endowment to develop a 10 year strategic plan to build healthy communities in central Santa Ana. The project will set priorities for engaging funders who will commit to providing funding to impact communities needs in low-income neighborhoods. A key component is a civic engagement piece that will significantly involve local residents in the decision-making process.

G) Provide a description of the community-needs assessment (which may be coordinated with community-needs assessments conducted for other programs).

The agency uses the Community Indicators and Economic reports produced by the Orange County Workforce Investment Board to assess conditions of employment and unemployment, workforce needs and economic trends and projections. The agency also incorporates the needs assessment into the Community Action Plan process and the 2010-2011 Strategic Plan. At four community forums held throughout Orange County, low-income participants were asked about employment needs and made recommendations on the use of Recovery Act funds.

H) Provide a description of the service delivery system for benefit enrollment coordination activities for purposes of identifying and enrolling eligible individuals and families in Federal, State, and local benefit programs. Include a description of the geographical area served and a listing of sub-grantees provided the services and service areas.

The agency currently conducts enrollment activities related to the following benefits: Food Stamps, Earned Income Tax Credits, LIHEAP, HEAP and ECIP. The geographic area served by the enrollment activities is Orange County. Eligible individuals and families are identified through a variety of methods such as referrals by 2-1-1 Orange County, community outreach, agency eligibility technicians and outreach workers, consumer education workshops, and referrals from agency programs or partners. In most cases, documentation on household income is used to identify clients.

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J) Describe your education and outreach projects to advertise and market the Recovery Act services and outcomes.

The agency proposes to subcontract \$25,000 in Recovery Act funding to the California Nevada Community Action Partnership to provide education and outreach activities that will increase public awareness the use of Recovery Act funding to respond needs and to demonstrate the impact of Recovery Act services and outcomes.

Section VII - Energy Coordination

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

A) Describe how your agency has/will establish a mutual referral service agreement with your local energy provider to ensure that clients receive services that support their progress towards achieving self-sufficiency.

The agency has met with the Orange County Workforce Investment Board (OCWIB) to discuss coordination of services to enroll unemployed youths into high-demand "green jobs". Our Energy and Environmental Services Department began discussion with Taller San Jose, a job training and employment program, Southern California Edison and Southern California Gas Company (Semptra) to discuss job training and employment opportunities. Agency staff are conducting outreach, job fairs and identifying clients who need jobs and referring them to the One Stop Centers. The OCWIB has allocated slots for low-income youths from communities where we operated Family Resources Centers. Additionally, the OCWIB is considering outstationing One-Stop Center employment services at the two family resource centers.

B) Describe the activities your agency will conduct to actively coordinate with the local energy program in employment training and job placement of clients.

The agency has met with the Orange County Workforce Investment Board (OCWIB) to discuss establishing a training center to train and certify unemployed youths and put them into high-demand "green jobs". Our Energy and Environmental Services Department began discussion with Taller San Jose, a job training and employment program, Southern California Edison and Southern California Gas Company (Semptra) to discuss job training and employment opportunities. The OCWIB has allocated slots for hired low-income youths from communities where we operated Family Resources Centers. Additionally, the OCWIB is considering outstationing one-stop services at the centers.

Section VIII - Workforce Development Projects and Activities

In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be administered by your agency. For each project or activity, include the following: title, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.

A.1) Project/Activity #1

Title	Strengthen agency's internal capacity to respond to local crisis
Cost	\$1,500,000
Est. # of Jobs	<input type="checkbox"/> Created # 20 jobs <input type="checkbox"/> Retained #
Description	The agency will create 20 temporary jobs that will hire unemployed individuals.

A.2) Project/Activity #2

Title	Provide Support to Recovery Act Projects
Cost	\$400,000
Est. # of Jobs	<input type="checkbox"/> Created # <input type="checkbox"/> Retained #
Description	To provide necessary support to Recovery Act projects such as workstations, computers, vehicles, etc. to enable programs to achieve results.

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A.3) Project/Activity #3	
Title	FRC Projects
Cost	\$165,339
Est. # of Jobs	<input type="checkbox"/> Created # 10 <input type="checkbox"/> Retained #
Description	To provide strengthen family development services at our two family resource centers to help low-income individuals and families to access emergency services, build assets, youth development services and access jobs.

A.4) Project/Activity #4	
Title	
Cost	
Est. # of Jobs	<input type="checkbox"/> Created # <input type="checkbox"/> Retained #
Description	

A.5) Project/Activity #5	
Title	
Cost	
Est. # of Jobs	<input type="checkbox"/> Created # <input type="checkbox"/> Retained
Description	

In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be carried out by a delegate agency or other service provider pursuant to a subcontract with Recovery Act funds. For each project or activity include the following: title, subcontractor name, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.

B.1) Subcontractor Project/Activity #1	
Title	Strengthen the Community Social Services Network
Subcontractor	To be determined through an RFP process
Cost	\$2, 500,000
Est. # of Jobs	<input type="checkbox"/> Created # 30+ <input type="checkbox"/> Retained # 10
Description	The agency will subcontract to approximately 30 organizations between \$75,000 to \$100,000 to create at a minimum 40 temporary jobs that will employ unemployed individuals or retain jobs that will otherwise be eliminated.

B.2) Subcontractor Project/Activity #2	
Title	Recovery Act Outreach and Education
Subcontractor	California Nevada Community Action Partnership
Cost	\$25,000
Est. # of Jobs	<input type="checkbox"/> Created # 1+ <input type="checkbox"/> Retained # 1+
Description	The agency will subcontract to Cal/Neva Community Action Partnership to promote public awareness and demonstrate the impact of Recovery Act services and activities.

B.3) Subcontractor Project/Activity #3	
Title	
Subcontractor	
Cost	
Est. # of Jobs	<input type="checkbox"/> Created # <input type="checkbox"/> Retained #
Description	

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B.4) Subcontractor Project/Activity #4

Title		
Subcontractor		
Cost		
Est. # of Jobs	<input type="checkbox"/> Created #	<input type="checkbox"/> Retained #
Description		

B.5) Subcontractor Project/Activity #5

Title		
Subcontractor		
Cost		
Est. # of Jobs	<input type="checkbox"/> Created #	<input type="checkbox"/> Retained #
Description		

B.6) If you specified any project/activity in B.1 – B.5, describe the process you will use to select the above subcontractor's) to provide services funded in part or totally by the Recovery Act funds.

The agency proposes to issue Request for Proposals to community non-profits to provide Recovery Act services and activities.

In the section below list all projects or activities that will be funded in part or totally by Recovery Act funds, the applicable National Program Indicator (NPI) and a description of the project or activity.

C) Under the regular CSBG program, eligible entities use funds to provide services and activities addressing unemployment, education, better use of available income, housing nutrition, emergency services and/ or health to combat the central causes of poverty. Such services continue to be supportable under the CSBG Recovery Act. *In recognition of the intent of the Recovery Act, agencies are encouraged to support employment related services and activities that create and sustain economic growth.*

NPI	Project or Activity	Description
NPI 1.1 Employment, NPI. 1.2 Employment supports, NPI 1.3 Economic Asset Enhancements and	Job creation or job preservation	First, the agency will create temporary jobs by hiring unemployed individuals. Second, we will subcontract to nonprofit community organizations to hire unemployed individuals or preserve jobs.
NPI 6.2 Emergency Assistance, NPI 6.3 Child and Family	Job creation or job preservation	We will subcontract to nonprofit organizations.
NPI 4.1 Expanding Opportunities through Community-	Coordination and creating partnerships	We will collaborate with our existing networks to subcontract with nonprofit organizations to address unemployment, improve educational status, and better use of available income and provide food and nutrition, housing, emergency services and health services to alleviate the root

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D) Provide a description of planned infrastructure investments, the purpose, total cost and the rationale for funding the infrastructure investment with funds made available under the Recovery Act. (Capital Improvements are not allowable costs per P.L. 105-285 Sec. 678F)

We do not anticipate any planned infrastructure investments using Recovery Act funds.

E) Will your agency use a portion or all the Recovery Act funds for administrative costs? Check the appropriate box.

☒ Yes, our agency will use a PORTION of the Recovery Act funds for administrative costs.

☐ Yes, our agency will use ALL of the Recovery Act funds for administrative costs.

☐ No, our agency will NOT use any of the Recovery Act funds for administrative costs.

E.1) If you checked one of the "YES" boxes in E, explain how the funds allocated to administrative costs will be tracked to a measurable outcome.

Our Finance Department will establish separate cost centers for Recovery Act services and activities. We will also track Recovery Act program and administrative costs separately. Administrative costs will be linked to new personnel hired with Recovery Act funds. The personnel hired will be tracked according to activities or support services performed under one of the CSBG outcome areas.

Section IX - Required Disclosures

For each question in this section, disclose any unresolved findings and/or recommendations, or any legal proceedings.

A) List all non-CSD funded programs administered by the agency within the past three (3) years that have unresolved findings and/or recommendations or have been terminated as a result of deficiencies.

Within the past three years, there are no unresolved findings and/or recommendations. The agency has no contracts terminated as the result of deficiencies.

B) List all legal proceedings the agency is currently involved in or has been in the past three (3) years. Include a brief description of the proceeding and the outcome. If the proceeding is currently, active provide the status.

Suit filed by employee on personnel matter was resolved by settlement outside of the courts.

Section X - Barriers

For each question in this section, provide information on potential barriers to your agency's success.

A) Identify any barriers that your agency feels it may face in meeting the requirements of the Recovery Act (i.e., subcontracting, staffing, workforce development, compliance with reporting, performance).

The agency does not anticipate any significant local barriers. However, our performance will be dependent and impacted by how consistent and timely the payments or allocation of Recovery funds. We anticipate that there must be cash flow issues related to payment of funds. We also anticipate that our subcontractors will need immediate access to payments for services rendered and performed.